

**Pay for Performance  
Bonus Programs  
2007**

**Governor's Public Service Achievement Award:**

- Awards of \$1,000 (maximum of 50 recipients) for individuals.
- Awards of \$5000 per team (maximum of 10 teams) to be divided pro rata among the team members.
- Will attempt to strike a balance of recipients from both the executive and non-executive ranks.
- Each agency head is invited to submit nominations annually by a deadline to be established by State Personnel. The deadline will typically be in the third or fourth week of February.
- Awarded in State house ceremony during May.
- Criteria for selection:
  - Recipient has been a state employee for at least 6 months at the time of nomination.
  - Recipient made a significant contribution to advancing the Governor's agenda of increasing efficiency, stretching taxpayer dollars, or improving customer service.
  - Contribution has led to *measurable result that has been documented*.
- Selection process:
  - Agency head to submit written nomination on prescribed form by the date set by the Personnel Director.
  - Nominations to be reviewed by State Personnel Director, Division Director of SPD, a representative of Governor's office and representative of OMB.

**Agency Head Spot Bonus Program**

- Awards ranging from \$100 to \$1000 intended to reward and recognize outstanding performance "on-the-spot."
- Goal is to recognize between 10 and 20% of employees during the course of the year.
- Criteria for selection:
  - Minimum of 6 months employment at time of receipt of bonus
  - Recipient engaged in exceptional performance which produced a measurable outcome such as completion of project ahead of schedule with results that exceeded expectations, creation of a solution to a problem, or provided exceptional customer service.
  - Agencies have discretion to implement as they deem appropriate, but will recommend that these bonuses be used as vehicles for recognition and celebration.
  - Agencies will be encouraged to select recipients from both the executive and non-executive ranks in a ratio of about 1:4.

